



City of Biggs

Agenda Item Staff Report for the Regular City Council Meeting: October 3, 2011 6:00PM

DATE: September 26, 2011
TO: Honorable Mayor and Members of the City Council
FROM: Pete Carr, City Administrator/Finance
SUBJECT: Annual Salary Adjustment – Continued (Discussion/Action)

Continuation of previous Council discussion about the application of an annual salary adjustment to non-bargaining unit employees.

Background

Please see August 15 and September 19 staff reports for thorough background.

At the September meeting, Council directed staff to research the record of Council's intent when establishing the \$1.50/hr salary adjustment to be spread over three years (2010, 2011, and 2012).

The City Clerk reports that, beyond approval of the labor MOU (Memorandum of Understanding with Laborers Local 185) no record exists clearly specifying that the three-year salary adjustment was to apply to all employee groups. Apparently the related discussions were confined to closed session meetings while considering bargaining positions. The MOU was approved by motion and by Resolution without reference to non-bargaining unit employees. City Administrator did make some comments in open session on October, see attachment A.

The City Administrator reports that the 2010 adjustment was awarded to all employees except the administrator with the acknowledgement of Council, and that the understanding was or seemed universal that negotiated salary and health insurance adjustments would apply to bargaining and non-bargaining unit employees alike (except the administrator). Long established practice was to apply all annual salary adjustments and insurance changes to all employees across the board. The current budget for fiscal year 2011-2012 was approved in June 2011 with the 25 cent-per-hour adjustment factored in for all employees (except the administrator).

Attachment: A. Transcription from October 18, 2010, by City Clerk

Recommendation

Approve application of 25¢/hr adjustment effective October 1, 2011 to all employees except the city administrator. Direct administrator to revise the salary schedule accordingly to reflect the adjustment for the positions as well as the employees in the positions, ensuring that no employee's base salary exceeds the stated maximum.

Fiscal Impact:

None. Budget assumed 25¢/hr increase for all employees except the city administrator effective October 1, totaling approximately \$3900.

City of Biggs

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Memorandum

To: City Council
From: Roben Dewsnap – City Clerk
Date: 9/26/2011
Subject: Annual Salary Adjustment

At the October 18, 2010 meeting, council discussed the Accounting Analyst Position. This is a conversation between Pete and Roger about the change that had been made to the annual employee salary adjustment.

Roger

Are the non-represented employees operating with a COLA and the represented without? Is this a CPI or just your terminology of a cost of living adjustment?

Pete

That was the terminology I used because we offered the represented and the non-represented employees the \$1.50 per hour over three years. It's not based on CPI anymore.

Roger

But you are saying this is the city's cost of living adjustment. This is something other than a COLA and CPI.

Pete

We can change the term. Should we call it an annual salary adjustment?

Roger

It won't necessarily be an annual if times aren't right. It is this year's adjustment. Has the salary adjustment for the non-represented been done?

Pete

Yes

Later discussion

Pete

When we administered the \$1 per hour increase as a split of \$1.50 over 3 years, it was administrated for all employees except my position.